

ANNUAL CAPER REPORT

ADAMS COUNTY COLORADO

Consolidated Annual Performance and Evaluation Report

March 2005 through February 2006



Adams County Community Development
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EXECUTIVE SUMMARY

Introduction

The Consolidated Annual Performance and Evaluation Report or CAPER is submitted as a record of how Adams County utilized federal funding received from the U.S. Department of Housing and Urban Development (HUD). The program year 2005 operated from March 1, 2005 through February 29, 2006.

The Adams County Office of Community Development (OCD) has been responsible for the management of grant programs that directly impact the lives of low and moderate-income people throughout the County. OCD's overall mission is to *"Support and Build Capacity of citizen groups in Adams County so they may enhance the economic, social, environmental and cultural well-being of their communities,"* and as such seeks opportunities to have real impact in the County. This year-end report contains narrative and reports sections outlining the progress made in 2005 in carrying out the strategic plan and action plan components of the County's five-year Consolidated Plan.

This document summarized how the Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds were invested and what was accomplished.

Partnerships

Adams County operated and implemented 2005 CDBG and HOME programs under a three-year intergovernmental agreement with the cities of Bennett, Brighton, Broomfield, Federal Heights, Northglenn and Thornton. Adams County and City of Westminster operate as a consortium for HOME funds. The City of Westminster is an entitlement city that receives a direct annual CDBG allocation from HUD. Each of the partners plays a role in the use and implementation of projects within their respective communities. This community partnership's accomplishments are highlighted here and addressed non-housing community development, affordable housing, emergency housing and public or community involvement actions that took place.

Accomplishments

The chart, *Matrix of Goals vs. Accomplishments by Consolidated Plan Priority – PY2005* in the appendix section, provides an overview and comparison of the impact on Adams County communities from spending of CDBG and HOME funds.

Comments

Your comments and feedback on this information is welcome and can be submitted to me directly.

Thank you.

Keith Frausto, Administrator
Adams County of Community Development

**CONSOLIDATED ANNUAL PERFORMANCE
and
EVALUATION REPORT (CAPER)**

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CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT (CAPER)

March 2005 through February 2006

The following report is prepared to provide the public and the U.S. Department of Housing and Urban Development (HUD) a summary on activities and accomplishments made by Adams County, Colorado. The County is an entitlement community that received funding for the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME) and American Dream Downpayment Initiative (ADDI). This report follows the guidance provided by HUD in for Consolidated Annual Performance and Evaluation Reporting for Entitlement Grantees. Adams County Community Development has prepared this CAPER.

Adams County receives federal funds from HUD to address the needs of low and moderate income persons or areas. The funds are distributed locally to the municipalities of Bennett, Brighton, Federal Heights, Northglenn, Thornton and the County. Each local government awards funds to a number of activities. The cumulative reports are summarized in appendix of this document. This report covers the period of time from March 1, 2005 through February 28, 2006 that is referred to as the program year or PY2005.

PROGRAM	BEGINNING BALANCE	2005 ALLOCATION	PROGRAM INCOME	AMOUNT EXPENDED	ENDING BALANCE
CDBG	\$ 1,962,948	\$ 1,886,195	\$ 35,002	\$1,830,647	\$2,053,498
HOME	1,653,896	988,392	243,629	1,064,414	1,821,503
ADDI	0	44,481	0	44,481	0
TOTAL	\$3,616,844	\$2,919,068	\$278,631	\$ 2,921,923	\$3,875,001

I. CAPER NARRATIVE STATEMENT

A. ASSESSMENT OF FIVE-YEAR GOALS AND OBJECTIVES

1. Consolidated Plan Needs and Priorities Summary: The Consolidated Plan for federal fiscal years 2005 to 2009 was developed to identify Adams County priorities; establish performance goals, objectives, performance indicators; and clarify what performance outcomes are expected. The following information describes how activity performance during the program year addressed specified objectives laid out in the Consolidated Plan (CP). Performance during 2005 is the first year under the 2005 – 2009 Consolidated Plan.

The identification of community need was identified through a community needs assessment completed in 2004. The priorities included in the 2005-2009 Consolidated Plan are ranked as high, medium and low needs. The following High-need service categories were identified to address local priorities:

- Youth (and Children) Programs
- Economic Development
- Housing minor home repair
- Housing rehabilitation
- Multi-family and/ or Rental Rehab
- Housing acquisition
- Homebuyer Assistance
- New construction

- Public & Assisted Housing Sect. 8 Cert & Housing Vouchers
- Emergency and Transitional Housing and Supportive Services
- Public facilities and improvements
- Infrastructure improvements
- Community or public services

Medium-need services to address priorities included the category of:

- Public facilities and improvements
- Infrastructure
- Public service
- Senior programs
- Public housing rehabilitation
- Supportive Facilities for Special Populations
- Workforce rental housing development
- Tenant-based Rental Assistance
- For-Purchase starter homes
- Emergency Utility Assistance

Lower-need priorities categories included:

- Anti-crime
- Weatherization
- Special Needs Housing
- Housing and Financial Counseling; Foreclosure Prevention Counseling;
- Reverse Equity
- Homebuyer education
- Planning

The objectives listed in the Consolidated Plan were developed from the identification of needs and the ranking of those needs.

5-year Goals and Objectives and PY2005 Performance

The five-year goals and objectives established in the Consolidated Plan are wide ranging targets established to include CDBG and HOME funded activities as well as the activities to be undertaken by other community organizations. The results being highlighted here are those accomplished directly by the CDBG and HOME funds. A matrix of accomplishments by priorities in the Appendix of this document shows the performance of the programs by priority and level of need. There are nine goals established by the Consolidated Plan and the HUD programs contributed in accomplishing the goals.

Housing Goals:

- 1 Maintain and improve the existing supply and quality of affordable housing to meet the needs of low and moderate income residents in Adams County

Progress on this goal is on target. A project developed and scheduled for implementation in 2006 that does not involve HUD funds is the new Rental Improvement Program (RLIP). Adams County Community Development and FirstBank of Adams County have joined together to offer loans to help improve rental properties in older, lower-income neighborhoods. The RILP will be available to rental property owners in three specific target areas of Adams County and will provide low interest rate loans for improvements to a variety of rental properties, including single family detached homes, duplexes, condominiums, town homes and multifamily properties. RILP loans require no appraisal fee, no closing costs, no document feeds, and no loan origination fees. FirstBank is providing up to \$3 million for a total loan program.

- 2 Increase the supply of safe, decent and affordable housing for low and moderate-income residents to address the need created by economic growth and the creation of new jobs in Adams County

Progress on this goal is on target.

- 3 Expand first time homebuyer opportunities in Adams County for low and moderate-income households

The performance on this goal fell below the target and ways to increase Homebuyer service will be addressed in the coming year.

- 4 Provide resources, services and linkages that ensure that low and moderate-income homeowners can afford to stay in their homes

Results fell below targets. The Adams County Housing Authority through their housing counseling service provided a total of 620 persons counseling on foreclosure prevention and a total of 137 received counseling on reverse mortgages as an option for staying in their homes. There is a gap in available assistance to those who exceed the HUD program guidelines. In 2005, Adams County is leading Colorado in loan foreclosures. The issue is being addressed legislatively. Colorado has been successful in passage of legislation targeting predatory lending. A bill which passed in May 2006 combined the redemption period and cure period. According to Colorado Housing, the homeowner will now have 125 days to cure the default since much of the predatory activity directed toward homeowners seems to occur during the owner's redemption period, combining the cure with the redemption period should curtail much of the predatory activity. Funding for emergency housing and utility assistance continue to be needed.

- 5 Increase access to housing and supportive services for the homeless population in Adams County

Targets set for this goal were exceeded for the high need areas. The medium need goals for supportive facilities for special populations were below set targets. Public facility improvement projects were funded using CDBG and CSBG funds were used for services. A total of 116 people were served and 6 facility improvement projects completed total \$115,754.24 in CDBG funding.

Community Development Goals:

- 6 Strengthen the delivery and coordination of public services in Adams County

This goal has objectives that are ranked medium or low that were not funded by CDBG or HOME. Two objectives are ranked a high need and include early childhood education / programs for children and food assistance/security programs. The targets established for these two areas were met or exceeded. The year proposed target was 17,252 persons and actual served was 22,014 persons. There remains an unfunded gap for services of self-sufficiency of homeless and public housing residents and general services for persons with disabilities.

- 7 Enhance the livability of low and moderate-income neighborhoods in Adams County

This goal is listed in the Consolidated Plan as a medium to low priority. Neighborhood livability is important in any community. However, the cost of some infrastructure or public facility projects exceeds the funds available in HUD programs. Activities will continue to be undertaken but with awareness of the high cost and need to leverage other funding. The one year goal of 19 infrastructure, public facility and recreational projects was a bit below with 17 projects completed. However, there are projects that remain underway that will be completed in the next year. A total of \$957,066.46 was spend down in this area - which represents 64% of all CDBG funds spent.

- 8 Develop or increase the capacity and leadership abilities of residents and groups in low and moderate-income neighborhoods in Adams County

This is a high ranked goal. The objectives for neighborhood capacity building and community outreach were met. This will continue to be a priority area. Another objective under this goal is for community agency capacity building. This area was not funded due to funding limits. Capacity building efforts will occur to assist in strengthen non-profits. A County collaboration on this effort is being developed. The proposed target for this goal was 21 which was exceeded, as 2,053 people were served by CDBG funded activities.

- 9 Increase Economic Opportunities for Low-Income residents that will increase their personal income and move them toward self-sufficiency

Adams County formed a community partnership with several cities and community agencies interested in promoting opportunities for low income residents interested in beginning their own businesses. The Micro-enterprise Committee was formed and provides oversight for activities. Two such activities were begun in 2005. Results have just begun to come in on the activities funded. A training program on micro-business start ups has resulted in 67 persons who have completed training and 8 loans to start up businesses. Participants in these programs have begun 21 start-up businesses.

2. Partnerships: The network of Adams County local governments, housing authorities, non-profits and other community agencies has continued their partnership to address community needs in low- to moderate-income areas. Some of these partnerships included the following:

- The Adams County Housing Task Force consists of 15 – 20 community housing agencies, non-profit housing providers, lenders and for-profit entities which meet monthly to discuss issues relating to affordable housing in Adams County.
- ACCD staff participated in the Low Income Tax Credit event sponsored by the Internal Revenue Service, which was initiated to reach out to the Spanish-speaking population of the metro Denver area regarding this tax benefit. Approximately 500 people attended this event.
- Staff from the Food Distribution Program participated in the Healthy Communities Initiative which was led by the Tri-County Health Department.
- Adams County Community Development participates on the Adams County Transit Policy Council, which is responsible for administering the A-Lift or Community Transit Program. This program provides medical, food and grocery transportation to low-income seniors and the disabled.
- ACCD staff participates with the Adams Council Educational Consortium, a group formed to address the gap between the needs of the business community and the educational institutions in Adams County.

Adams County Community Development in 2005 focused on partnership development among County departments including Planning, Sheriff's Office, Public Works and Social Services. The work has included efforts regarding neighborhood services, neighborhood group formation, housing rehabilitation, and improved grant making.

Adams County Community Development has an advisory board that includes participation from low-income community members, private sector and elected officials. The Community Development Advisory Board advises the Adams County Board of County Commissioners concerning the administration of the Community Services Block Grant Program (CSBG), encourages citizen participation, communicating

information and feedback from targeted populations concerning the effectiveness of community services programs, assists in identifying needs of low and moderate-income residents for inclusion in program activities; makes funding recommendations on CSBG, assists in identifying additional resources and feedback in the development of results-oriented strategies.

Adams County Community Development participates in other community projects and boards. A few we can list includes: the Adams County Housing Task Force, Transit Policy Council, Healthy Communities Initiative, Food Bank Network, and the Latino Task Force a committee for the Senior Resource Center.

3. Homelessness: Homeless shelters within the County received funding from Adams County through the CDBG, CSBG and Human Service Grant (County general funds) programs and activities have included the funding of staff positions, operating expenses, motel vouchers program and shelter renovations. Another source of funds, the HUD Emergency Shelter Grant (ESG) is available and accessed through the State entitlement. For program activities that addressed homeless and supportive services needs, refer to the 5-year Goals and Objectives and PY2005 Performance section.

4. Affordable Housing: Access to affordable housing was determined to be the number three top priority in the County, according to responses to the 2004 Adams County Needs Assessment. As part of the overall effort to address the need for affordable housing, the County directly funds and administers the Housing Rehabilitation Program that provides low-interest loans and grants to single-family, owner-occupied homes for major system repairs. These repairs are needed for families to remain in their homes. The low-interest loans or grants assist low-income homeowners to keep their homes up to code and livable without exceeding their home affordability. There are also grants available through the Minor Home Repair Program for single item repairs of a major housing system such as a roof, plumbing or electrical repairs. Program activities for 2005 that addressed affordable housing needs in Adams County are outlined in the housing goals section of the 5-year Goals and Objectives and PY2005 Performance section (page 2) and on page 7, C. ADDRESSING AFFORDABLE HOUSING.

5. Quality of Life and Improved Living Environment: Adams County, participating cities and other partners have worked to address quality of life for some low-income families improved because of the quality and accessibility of the funded community services. Such services include special transportation for disabled and senior population; hot, nutritious meals, information and referral and other services provided to seniors through local senior program partners such as the Brighton Senior Center, the Senior Hub, Adams County Aging Network (ACAN), and the Town of Bennett. Affordable mental health care is made available through support to Aurora Community Mental Health Center. Senior citizens served by public service activities totaled 5,239. Youth service programs served 1,248 children and include the Santa Claus Workshop, Adams County Head Start, and Children's Outreach. Infrastructure projects completed in 2005 include 20 projects in various locations throughout the county.

Consistent with the primary objective of serving low-income populations, not less than 70 % of CDBG funds received are used for the support of activities that benefit persons of low and moderate income, and the support of community development activities that are directed toward these specific objectives. Of the total beneficiaries during the year, 100% were low to moderate-income individuals.

Summarized above are some of the accomplishments by priority during this report year. Please reference the PY2005 Summary of Accomplishment (CO4PR23) report for an overview of performance, and the CDBG Activity Summary Report (CO4PR03) for PY2005 for complete activity details. These reports can be found in the Appendix section of this document.

B. AFFIRMATIVELY FURTHERING FAIR HOUSING

Adams County Community Development (ACCD) continues to support and work toward alleviating impediments to fair housing as identified in the Analysis of Impediments to Fair Housing submitted to HUD. Below are specific tasks that Adams County has performed that support alleviating impediments to fair housing:

- Loan personnel are fully trained in how to apply policies and standards so that differential treatment of applicants for home rehabilitation loans is not determined on race, ethnicity, gender, disability status and/or family status.
- ACCD has developed a policy that requires the Adams County Housing Authority, which administers the Down Payment Assistance Program, to provide education to potential homebuyers on their rights to equal and free access to residential housing. All clients participating in the program receive education as well as information on resources available to solve fair housing issues.
- Adams County marketed the availability of home repair loans and encouraged minorities to apply by targeting and providing marketing material in areas with higher percentages of minority households.
- Adams County requires the Adams County Housing Authority actively market and pursue outreach opportunities for the Down Payment Assistance Program and encourages minorities to apply.
- ACCD employs bi-lingual (Spanish-speaking) staff in order to better serve residents that speak little or no English at home.
- ACCD staff distribute program brochures in Spanish in order to reach an under served portion of the Adams County citizenry.
- ACCD staff present housing program information to community groups in both English and Spanish.
- Adams County requires housing providers who receive HOME and/or CDBG funding to comply with certifications and contract provisions of the fair housing requirements. ACCD closely monitors agencies that are creating housing to ensure there is no discrimination based on race, color, religion, sex, national origin, disability status, and/or family status.
- Adams County approved \$25,000 in PY2005 CDBG funding to update the Analysis of Impediments to Fair Housing. This project is currently underway and will be completed in 2006.

C. ADDRESSING AFFORDABLE HOUSING

1. Single Family Rehabilitation Program: The Single Family Rehabilitation Program, administered by the ACCD, provides below-market interest loans or deferred loans upon sale for up to \$25,000 to bring systems such as electrical and plumbing up to code. This program is intended to maintain the viability of the existing stock of safe and sanitary affordable housing in the county.

Accomplishments: A total of 29 projects (16 HOME-funded and 13 CDBG-funded) were completed during PY2005, totaling over \$225,280 in HOME funds and \$63,786 in CDBG funds.

Evaluation of the Single Family Rehabilitation Program: The 2005 program was a very productive year for housing rehabilitation activities in spite of the fact that the program lost its Housing Rehabilitation Specialist to retirement during the fourth quarter of the year. ACCD staff coordinates housing rehabilitation activities for the Cities of Westminster and Thornton in conjunction with the County program. The 29 single family rehabilitation projects that were completed during PY2005 (including HOME and CDBG funded programs) exceeded the planned figure of 25.

2. Minor Home Repair Program: The Minor Home Repair Program provides grants up to \$5,000 to homeowners for the repair or replacement of items such as the roof, major mechanical systems, plumbing, and electrical systems.

Accomplishments: A total of 15 households obtained financing for home repairs during PY2005, which fell just short of the planned figure of 20.

Evaluation of the Minor Home Repair Program: While the total output of this program fell shy of the planned figure, the overall housing rehab program activities were on par with expected goals.

3. Community Housing Development Organization Activities (CHDO): This program is designed to benefit community-based housing development organizations whose mission is to develop affordable rental and for-sale housing for low to moderate-income households. HUD requires Adams County to set aside 15 % of HOME funds annually to be used by organizations designated as community housing development organizations.

Accomplishments: Adams County Community Development continued to work with organizations that have been designated as community housing development organizations and Adams County affiliated departments, agencies and programs. In 2005, CHDO projects were awarded \$300,000 in HOME funds to acquire a 20 unit multi-family property. In addition, Habitat for Humanity completed two housing projects that constituted 10 new starter owner-occupied housing units.

Evaluation of Community Housing Development Organization Activities: Adams County certified one new CHDO during 2005, Growing Home, Inc. Growing Home provides transitional housing and supportive services to homeless families. They received a \$300,000 grant from Adams County and an additional \$200,000 HOME grant from the City of Westminster's allocation to acquire a 20 unit multi-family rental property in Westminster. This property will provide housing to families with incomes below 40% AMI.

4. Down Payment Assistance Program: This program is designed to provide homeownership opportunities to low to moderate-income households. The program, administered by the Adams County Housing Authority, provides low interest loans to low-income homebuyers for down payment and closing cost assistance. The average down payment loan amount in 2005 was \$10,671.

Accomplishments: A total of 13 loans totaling \$138,735 were awarded for homebuyer activities during PY2005, which was a decrease from the previous year and well short of the projected outcome of 60 loans.

Evaluation of Down Payment Assistance Program: The number of loans closed for homebuyer assistance increase from 16 to 22 during PY2004. From a historical context, this is a low performance outcome. In response to this drop in production, ACHA staff developed a new marketing and outreach plan during the 2005 Program Year and began implementing it during the fourth quarter. Initial indications are positive as loans for the beginning of the 2006 Program Year were noticeably increased.

5. Tenant Based Rental Assistance Program (TBRA): Adams County allocated prior year funds to two existing program that provide tenant based rental assistance. Funds have been targeted to families/individuals exiting a temporary shelter program, and for those families/individuals that are on the waiting list to receive Section 8 assistance.

Accomplishments: Through the Adams County Housing Authority TBRA program 18 families received TBRA assistance during PY2005.

Evaluation of the TBRA Program: Even with higher vacancy rates and more rental concessions available on the market, there is a continuing need for this program. On-going TBRA activities should include a self-sufficiency component and should target homeless families with children. A total of 30 families have received utility and deposit assistance through this program since its inception in 2003. A total of 10 families have graduated from the program and 2 have actually been able to purchase their own home.

D. IMPLEMENTING A CONTINUUM OF CARE

According to the most recent Metro-Denver Homeless Initiative (MDHI homeless survey), there are an estimated 1,292 men, women and children homeless within Adams County (source: 2005 Point in Time Survey). MDHI coordinates the development of the Adams County continuum of care strategy, prepares the application to HUD, and funds programs. Representatives of non-profit homeless providers that serve Adams County are on the MDHI Advisory Board and are the recipient of funds to be used for the homeless. The MDHI Advisory Board is composed of homeless and formerly homeless persons and members from government agencies, non-profit organizations and homeless advocacy organizations. Drawing on information provided by staff, members of the public and the Advisory Board, MDHI sets policies for the organization, including policies related to the development of the continuum.

The continuum planning process is separate from the Consolidated Plan processes conducted by the County and incorporated cities. However, there is cooperation and information sharing with all cities in the county that administers their funding for homeless programs (CDBG, ESG, and CSBG). Information gained through public participation in the continuum is used by these jurisdictions in preparing their own Consolidated Plans. Additionally, information on homeless issues, needs, programs and gaps that are gained through the consolidated planning public participation process is shared with the County.

Homeless Prevention Strategy: Persons with no history of homelessness, but in imminent risk of homelessness, often call homeless organizations seeking assistance. In these cases, if the appropriate program is available, such as rent and mortgage assistance to prevent eviction, the homeless organization will make a referral. Adams County provides financial support to area housing providers to implement homeless prevention programs. There are three homeless service providers serving Adams County and include: ACCESS Housing, Almost Home and Alternatives to Family Violence.

Emergency Shelter Strategy: Emergency shelter programs in the continuum offer basic nightly shelter arrangements through non-profit organizations and more service intensive 30, 60 and 90-day programs geared to providing a stabilizing environment, with a goal of moving clients to transitional and permanent housing. Emergency shelters are usually accessed by referral or walk-in. Law enforcement officers also transport homeless individuals directly to shelters. Emergency shelters limit stays up to 90 days. At the required time of departure, a client may not be ready to move to permanent housing, but has made sufficient progress in addressing immediate needs such as obtaining identifications and a source of income. In these cases, a referral to a transitional housing program will be made.

Homeless persons, particularly those with addiction and/or mental illness, who have not made enough progress in self-organization to be ready for transitional housing, may transfer to another emergency program or may even return to the streets if no transitional beds are available. Most transitional housing programs require that an emergency shelter or other service provider screen and refer a prospective client to ensure that certain criteria are met prior to admission into the program. Typically, the client must be sober and show signs of being able to prepare to live independently. In some cases, persons completing an emergency shelter program will be ready to move directly into permanent housing.

Voucher programs that provide accommodations in hotels and motels are relatively short term in nature and are usually offered to families or those unsuited to a mass shelter environment. The Motel Voucher Program has become a necessary component to the continuum because of the lack of available emergency shelter in Adams County. Persons accessing the Motel Voucher Program receive needed case management and services in a timely and consistent manner and referrals to more permanent housing arrangements.

Transitional Housing Strategy: Transitional housing beds make up the largest percentage of the total bed count in Adams County. Many of the programs offering transitional housing target homeless people experiencing specific problems such as mental illness, substance abuse, dual diagnoses, and domestic violence. Transitional services for families tend to be more focused on education and employment goals. The majority of transitional housing programs within the continuum are managed by non-profit agencies, though the local community mental health providers manage some.

Most homeless persons need the time in transitional housing to save money for moving. Market-rate housing is usually beyond the reach of persons living in transitional housing. Therefore, case managers often assist their clients in finding subsidized housing such as Section 8 certificates, the TBRA program, vouchers or a project-based subsidy. Affordable, permanent housing projects sponsored by non-profits organizations may also be available. Even if housing opportunities are available, a criminal record, bad credit or evictions that preceded the episode of homelessness will make it difficult for homeless persons to obtain housing of any kind. Housing advocacy for clients then becomes critical. Families with children, especially those on welfare, are particularly vulnerable to discrimination. Navigation through this system depends on a network of case managers who work cooperatively on behalf of their clients.

Following a move to permanent housing, many formerly homeless persons remain in a vulnerable state and case management services plays a critical role at this juncture. Case management services include:

- Job development programs focusing on a client's employment objectives and long-term goals; and
- Twelve-step recovery programs and other support groups in the community for maintaining sobriety.

While many homeless persons access mainstream resources on an individual basis, local providers and advocates work in varying capacities to influence program implementation, funding priorities, and the coordination of service delivery. Programs in place to assist homeless persons are:

- Medicaid: On an individual basis, homeless service providers screen clients for Medicaid eligibility and refer for enrollment when appropriate.
- Children's Health Insurance Program: For children not eligible for Medicaid, the State administers the Children's Health Insurance Program, which provides low-cost health, dental, and vision coverage to children in low wage families.
- Temporary Aid for Needy Families (TANF): Administered by the Adams County Department of Social Services provides funding to eligible families while enrolled into a self-sufficiency program.
- Food Assistance Program: Administered by the County Department of Social Services, this program is a supplement to the household's nutritional needs for the month. Eligibility is based upon the household's income, resources, household size, and shelter costs. Benefits are given to eligible households through the Colorado Quest Card. Certain food assistance recipients will be referred to the Employment First Program for assistance in employment and training needs.
- Workforce Investment Act: Several non-profit and government agencies receive welfare-to-work grants, including Adams County Workforce & Business Center. The Workforce & Business Center works with the Adams County Housing Authority to provide a job development program for the homeless client. The Housing Authority administers the vouchers to clients referred by Workforce & Business Center counselors.

E. OTHER ACTIONS

Obstacles to Meeting Under-Served Needs: Despite the attempt made by programs, the County still faces many obstacles in addressing under-served needs. The County has a significant number of immigrants that require social, economic, and educational and health services. The County faces another obstacle regarding access to programs because of the diversity found within the County and the large array of languages and cultures. Unfortunately, advertising does not usually provide a translation into other languages. Access is not thoroughly provided to all of these residents who require the services our programs supply, and they are unable to utilize them effectively.

Networking with neighborhoods by non-profits or the County is either non-existent or very weak. Efforts to improve linkages with neighborhoods have begun with the hope of addressing their specific needs. Some needs exceed resources available, and joint efforts among several agencies may be needed to have a significant impact in these areas.

Actions to Foster and Maintain Affordable Housing:

Affordable Housing Planning and Initiatives: The major planning initiative completed in PY2004 was the development of the next five year Consolidated Plan. This plan was developed with input from a variety of community stakeholders, including residents, housing and homeless providers, city and county agencies, school district representatives, and other non-profit service providers.

1. Public Housing and Housing Vouchers: The programs coordinated by the Adams County Housing Authority (ACHA) remain the primary providers of affordable housing in the County for households in the lowest income categories. The households only other alternative is federally subsidized housing. Rents in publicly subsidized units are federally limited to the HUD Section 8 standard of 30% of household income. The ACHA manages and maintains conventional public housing developments throughout the County and several scattered site developments. ACHA owns and operates public housing units, senior and disabled affordable units, and administers tenant and project-based Section 8 certificates and vouchers. Adams County supports this agency by providing CDBG and HOME funds to obtain and maintain affordable properties.
2. Home Ownership: Home ownership can be one of the most stabilizing influences in the life of an individual or household. The provision of housing on a more permanent basis tends to increase the viability of individual neighborhoods, while at the same time improving the opportunities for low and moderate-income persons to achieve and maintain personal goals.
3. Overcoming Gaps in Institutional Structure and Enhance Coordination: ACCD has identified the need for an organizational analysis/strategy to determine the extent of need throughout the County and to develop approaches to meet those needs. Although the high incidence of poverty is well documented, it is unknown whether the extent of poverty is being met with Consolidated Plan programs now in place or planned. The County has conducted a community needs assessment that reviewed the gap in services. This effort has also resulted in participation by community agencies, neighborhood groups, local municipalities and various County departments. Other collaborative efforts include community food bank participation from the food bank network. There is a community transportation board that includes membership from north area metropolitan cities and the County. The County acts as the financial lead and contracts for transportation services for senior citizen and disabled persons.
4. Evaluating and Reducing Lead-Based Paint Hazards: ACCD staff continues to update their training and expertise related to lead-based paint testing. In cases where lead is present, ACCD requires that a state licensed abatement contractor be hired by the project implementers to perform the necessary abatement. ACCD also requires that the contract between the subgrantee and the County include

the phrase "All lead abatement must be performed by a state licensed abatement contractor."

5. Ensuring Compliance with Program and Comprehensive Planning: The County, through Community Development, has developed standard administrative procedures for monitoring program operations and funds covering projects during the program year. ACCD is also responsible for determining the adequacy of performance under subgrantee agreements and procurement contracts, and for taking appropriate action when performance problems arise. Although the purpose of all audits is to ensure CDBG and HOME funds are used in accordance with program requirements, the procedures and methods of monitoring vary slightly according to the nature of the projects. Formal performance monitoring is accomplished by using a comprehensive monitoring process that begins after the award has been granted. In PY2005, compliance is checked at various stages of projects. There is a hands-on involvement in construction and compliance with Labor Standards requirements as Adams County checks certified payrolls for all activities. Staff complete environmental reviews and conduct site visits to the projects. Formal monitoring for 2005 was delayed due to a staff vacancy and will be completed by the end of the summer of 2006.

This monitoring process includes a review of financial activities, planned and actual performance by means of on-going site visits, financial draw-down requests, written program reports and may include the completion of a monitoring tool that is completed on a selected sample of subgrantees for a more formal audit. In the instance of a more formal audit, subgrantees are given written notice that a formal on-site monitoring will occur. Upon completion of the monitoring, a letter explaining the results of the monitoring activity is sent within 45 days of the monitoring. When problems arise, corrective action plans are developed and submitted to the County for agreement on implementation.

6. Reducing the Number of Persons Living below the Poverty Level: According to the U.S. Census, in 2000 an estimated 8.9% (32,832) of Adams County residents lived below poverty level. About 56% of Adams County households earned over 80% of the AMI as defined by HUD (\$69,900 for a family of four), and 44% earned less than 80% of the AMI..

Colorado's "Work First" Law, SB-97-120, implemented new rules for families in the welfare system. The law requires that Temporary Assistance to Needy Families (TANF) recipients be involved in work activity within 24 months of receiving assistance. Additionally, participants may only receive assistance for a total of 60 months in their lifetime. As a result, the number of families on welfare has declined considerably. However, many of these participants remain in poverty, as do those no longer receiving assistance, because even though they may be working, the jobs available to these people generally pay minimum wage. Several local shelter providers report that half of the persons in their shelters had at least one person in their family working full time when they entered the shelter.

Adams County and its cities face financial as well as political barriers when it comes to infrastructure improvements and economic development opportunities. A lack of coordination of funding sources and a regional plan among the many jurisdictions within the County is a common problem. The increasing cost of housing in Adams County has becoming a hurdle for community and economic development. It is important to long-term economic viability that diverse home ownership opportunities exist in the County. In order for employers to attract and maintain employees of various wage levels, home ownership must be attainable for a wide range of potential homeowners.

In addition, the Adams County Workforce and Business Center provides an array of employment and training services to assist employers and job seekers in developing a competitive workforce. It provides employers with staffing strategies, labor market information and job referral services. Special programs serve welfare recipients, disadvantaged individuals, laid-off workers, older workers and other needy groups.

F. LEVERAGING RESOURCES

A major objective of Adams County is the development of decent, affordable housing, and ensuring development of community housing development organizations. Adams County, through the development of strong public and private partnerships and long-range planning, made effective leveraging of local housing funds possible within the community.

All HOME program projects and other federally funded projects are leveraged with a variety of funding sources. These sources include: low-income housing tax credits, bond financing, developer equity, private bank financing, private donations, reduced prices for vacant property for new construction, the value of waived taxes and fees, value of land or real property, costs of infrastructure improvements associated with HOME projects, proceeds of housing bonds and the value of donated materials and/or labor. All projects that are submitted for funding to the Adams County Board of County Commissioners are evaluated on matching criteria, partnerships, collaborative efforts, and leveraging on non-federal funds.

Adams County is also responsible for other grant programs including Community Service Block Grants (CSBG) an Adams County general fund awards through the Human Service Agency Grants program. These funds are, in most cases, investing in the same priorities established in the Consolidated Plan.

The Adams County Food Distribution Center (FDC) and its 16 partner pantries provide food to almost 10,000 households per year. The FDC is able to leverage over \$18 for every dollar spent by the county (\$120,000), in: USDA TEFAP food (\$306,000), local donations from supermarkets (\$1.5 million), CSBG funds (\$96,000) and the in-kind contribution of volunteer time (\$276,000). This means that \$4.50 per person per year spent by the county in direct food assistance (not including food stamps or WIC) is matched by \$77.30 in other resources.

Adams County plays the lead agency role in a local government collaboration that funds transportation services to senior citizens and those who are disabled. The local governments provide funding and collaborate on a Transit Policy Council that directs the program. The County also administers grants received to fund the service and contracts the service.

Neighborhood development and outreach has also leveraged funds into neighborhood projects. The United Neighborhood initiative in low and moderate income areas of unincorporated Adams County have resulted in three neighborhood groups forming. The following is a list of other funds leveraged by one of the groups. The Goal Hill Neighborhood Committee's efforts have resulted in the following: the Caretakers Program - 29 homes improved valued at \$200,000 in improvements, volunteer labor and materials; \$2,700,000 invested by the County on 64th Avenue improvement; \$200,000 for Lowell Blvd improvements; and \$400,000 in 2005 supplemental budget funds to retain a consultant to produce an engineered plan and drawings to improve the street infrastructure of the Goat Hill area to include storm sewer and sidewalks.

G. SELF EVALUATIONS

1. CDBG Program Self-Evaluation: Program Year 2005 is the first year of five in the five-year goals established in the Consolidated Plan. We are generally pleased with performance. Spending was delayed in some activities and is being addressed in 2006.

A brief summary of production in PY2005 for the CDBG program included 72 total activities with the completion of 39 activities and 33 remaining underway on February 28, 2006. This data is shown in the appended IDIS report C04PR23.

There are 14 non-profits, 1 housing authority, 5 cities and 2 County offices that received PY2005 funds by CDBG grants and loans available through ACCD. Almost all funds and programs administered by ACCD directly impact the lives of low and moderate-income people in Adams County.

Town of Bennett	City of Brighton
City of Federal Heights	City of Northglenn
City of Thornton	Adams County Community Development
Adams County Head Start	Adams County Aging Network (ACAN)
Adams County Housing Authority	Access Housing
Almost Home	Alternatives to Family Violence
Aurora Mental Health Center	Brothers Redevelopment
Children's Outreach Project	Clinica Campesina
Community Reach Center	Community Resource Center
Front Range Community College – Westminster Small Business Center	Micro Enterprise Development
Senior Hub	Special Transit

Spending - In PY2005, the performance benchmark for spending of CDBG funds of less than 1.5% spending ration was met and exceeded on December 31, 2005 with a spending ratio of 1.28%. At the end of PY2005, the spending ration was an even lower 1.11% See IDIS reports CO4PR56 CDBG Timeliness Report.

IDIS report CO4PR23 in the Appendix shows spending by category. The following spending occurred by category:

Economic Development	0.5%	Public Services	7.5%
Housing	14%	Planning/Administration	19%
Public Facilities & Infrastructure	59%		

Grant Making – A review of the types of activities funded was completed. The alignment of grants that are made to address the priority needs identified in the community needs assessment was implemented in the 2005 awards. Also implemented in 2005 is the integration of performance measures to track outcomes as well as continuing reporting on outputs. A significant shift between 2004 and 2005 is the number of extremely low-income to low-income served by the program. In 2004 34% were extremely low-income to low-income and 66 percent were moderate income. In 2005, 98 percent were extremely low-income to low-income and 2 percent were moderate income. Please refer to the appendix report CO4PR23 – PY2005 Summary of Accomplishments.

Neighborhood Initiative - The United Neighborhood initiative in low and moderate income areas of unincorporated Adams County have resulted in three neighborhood groups forming. The groups are operating at different levels with leadership training, neighbor engagement or involvement by one group in advocacy for sidewalk improvements that were awarded. The Board of County Commissioners sees the efforts as successful by the participating resident as well as. The following is a list of accomplishments made by one of the groups. The Goat Hill Neighborhood Committee's efforts have resulted in the following: the Caretakers Program - 29 homes improved valued at \$200,000 in improvements, volunteer labor and materials; \$2,700,000 invested by the County on 64th Avenue improvement; \$200,000 for Lowell Blvd improvements; and \$400,000 in 2005 supplemental budget funds to retain a consultant to produce an engineered plan and drawings to improve the street infrastructure of the Goat Hill area to include storm sewer and sidewalks.

Micro-business Services – A new initiative and partnership between various cities, economic development and the small business development center has created a micro-business development training and

business start up program. Funds for loans to micro-businesses are also available. There have been 53 participants in the training programs. A second service that provides loans to micro-business began providing service during this report period. A total of 21 persons have received financial assistance to begin micro-businesses.

Spending includes the activities that were funded in the PY2005 Action Plan but also those activities funded in prior years that are not yet completed. Please reference CO04PR23 in the Appendix for a full report on expenditures and beneficiaries served. In general activities funded fall into identified need areas and increase accessibility of services that address the needs. The reduction of funds has impacted what can be funded with limited resources.

2. HOME Program Self Evaluation: There were some successes under the PY2005 HOME program in Adams County, while some activities were still feeling the effects of a sluggish economy. The following table highlights what on-going housing assistance activities were able to accomplish during the year:

Program	Planned	Completed	Total HOME
Down Payment Assistance	60	13	\$138,736
Single Family Rehab*	25	30	\$235,585
TBRA ACHA	9	18	\$140,437

* Includes all housing rehab activities, which are partially funded with CDBG.

The Adams County Housing Authority implements the Homeownership Opportunity Program (HOP) program, which continued to be adversely affected by the economic recovery. The number of loans closed fell to 13, down from 16 completed last year. As the program is still performing below projections, ACCD staff requested ACHA to produce an outreach plan in an effort to reinvigorate participation levels. This new outreach plan is being implemented during the 2006 program year.

Housing Rehabilitation activities experienced a substantial increase in productivity during PY2005. This activity comprised of the Single Housing Rehab and Minor Home Repair programs are of vital importance due to the aging of the affordable housing stock in the County. ACCD administers housing rehab activities for the unincorporated areas of the County, and the service area of the programs include to the Cities of Brighton, Federal Heights and Northglenn. ACCD also administers housing rehab activities for the Cities of Thornton and Westminster.

Other HOME Program Accomplishments: The following activities and initiatives either are in the planning stages or are proposed in order to enhance HOME-funded programs and attain affordable housing goals in Adams County:

1. The Springbrook Apartments was completed during PY2005 which resulted in producing 120 new affordable apartment units.
2. Two CHDO projects were completed during PY2005. Both projects were implemented by Habitat for Humanity Metro Denver and resulted in 10 new affordable housing units.
3. The Adams County Housing Authority continued the administration of the Tenant-based Rental Assistance program which assisted 18 households in
4. The Five Year Consolidated Plan (2005 – 2009) for Adams County was completed during PY2004.

Because housing was listed as the number three top priority in the Adams County Community Needs Assessment, housing factors prominently in the new Consolidated Plan, outlining specific affordable housing objectives to be accomplished over the next five years.

A strategy relating to the development and sustainability of CHDOs in Adams County is currently under development. The County is also developing a policy under which operational funding will be made available to organizations that can develop a plan to produce affordable housing as specified under the Consolidated Plan.

3. Emergency Shelter Grant Self-Evaluation:
Adams County is not a recipient of Emergency Shelter Grant funds.

II. CDBG NARRATIVES

A. ASSESSMENTS

The performance for PY2005 was the first year under the five-year Consolidated Plan. The chart below shows how funding investments addressed high and medium need areas. There were no low priority activities funded. Activities funded addressed either high or medium ranked community needs as follows:

<u>Priority</u>	<u>Amount Invested</u>	<u>Percent of Total</u>
High	\$1,580,708	71%
Med	\$ 642,540	29%

2005 CDBG Investments Summary

Spending by Consolidated Plan Priority was presented earlier in self-evaluation section. The Adams County Action Plan for PY2005 invested CDBG funds into the following activities types:

Count	Activity	Fund Amt
1	Administration	\$330,084
1	Acquisition	\$25,000
2	Micro-Business Development	\$60,015
2	Planning	\$43,816
12	Public Facilities and Improvement Activities	\$986,609
11	Public Service Activities	\$181,130
5	Housing Rehabilitation/Modernization Activities	\$259,541
34	Total CDBG Funded Activities	\$1,886,195

Beneficiaries: In PY2005, the CDBG program served the following persons and households:

Item	No. of Extremely Low to Low-Income (<=50%)	%	No. of Moderate-Income (>50 and <80%)	%	Non Low-Moderate Income (>80%)	%	Total Beneficiaries
Persons	24,112	80%	3,672	12%	2,289	8%	30,073
Households	202	98%	5	2%	0	0%	207

(*Source: IDIS report CO4PR23 – CDBG Beneficiaries by Income Category, Totals)

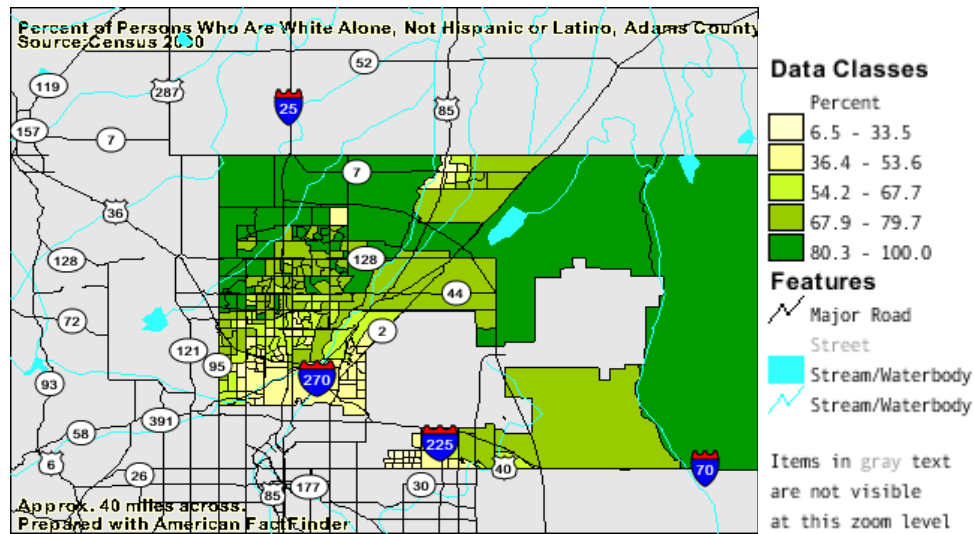
To see the relationship between the uses of CDBG funds to the priorities, needs, goals and specific objectives identified in the Consolidated Plan, please reference the self-evaluation section of this report. The CDBG non-housing priorities address community development needs that include economic development or jobs, public services, public facilities/infrastructure improvements which were identified during the Community Needs Assessment and the public meetings during the development of the five year Consolidated Plan. This investment strategy has received positive feedback from the neighborhoods that have benefit from the improvements.

B. PY2005 ALLOCATIONS

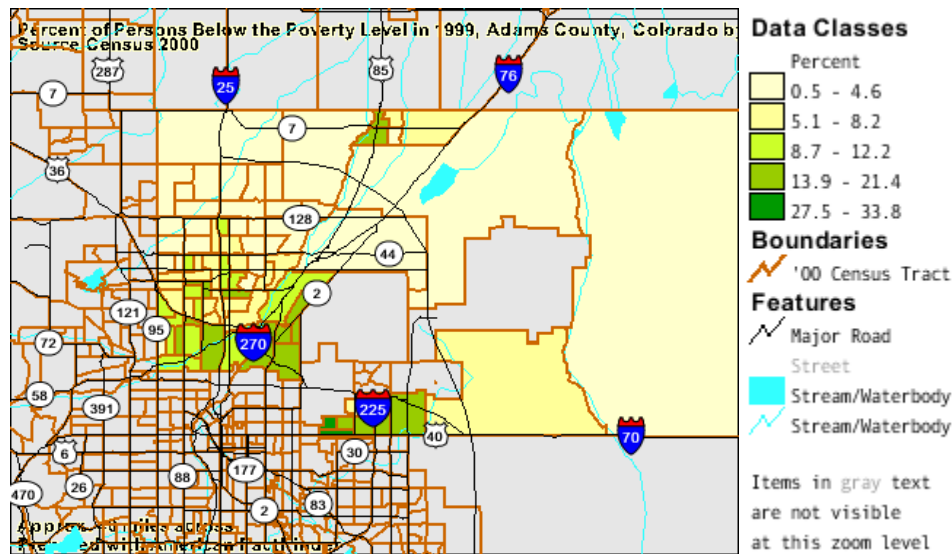
Geographic Evaluation: CDBG serves a specific geographic area. These funds can be spent within the geographic boundaries of unincorporated Adams County and the five participating cities. Some Adams County cities are large enough to receive their own funds directly from HUD such as the Cities of Westminster, Arvada and Aurora, or choose not to participate such as City of Commerce City. Local communities are strongly encouraged to target low and moderate-income areas within their jurisdictions. The non-profit groups funded by CDBG provide services to their local cities or on a countywide basis. CDBG funding is distributed to participating cities proportionate to their percent of the County population and their percent of County poverty levels. Funds are awarded using an 80/20 split formula – i.e. 80% of the fund is based on each community's population percentage, and 20% of funds received are based on each community's poverty percentage. See Appendix A-2 for an illustration of Adams County's CDBG fund allocation estimates and the distribution to the urban entitlement areas as based on HUD's funding level and population base factors.

1. Geographic Evaluation

Geographic Maps: Analysis of 2000 census data shows where minority concentrations are within Adams County. The light yellow areas show minority concentration as illustrated in the first map. When compared to concentration of poverty in Adams County in the second map (green areas) – the same areas match. Both minority concentrations and poverty areas are located in the southern section of the County. Activities funded that serve a geographic area are within low- and moderate-income census tracts with at least 51% of the citizens meeting the low- and moderate-income levels.



Map I - % of persons who are White-Alone, Not-Hispanic or Latino, Adams County



Map II - % of Persons who are below poverty level in 1999, Adams County

The following is a summary on how each local community decided to invest their PY2005 CDBG funds:

1. Adams County (Countywide and Unincorporated Adams County)

Funds Available:	\$1,874,806.62
Funds Spent:	\$1,180,224.96
2. Town of Bennett

Funds Available:	\$15,824.07
Funds Spent:	\$15,824.07
3. City of Brighton

Funds Available:	\$185,031.64
Funds Spent:	\$ 87,013.27

4. <u>City of Federal Heights</u>	
Funds Available:	\$117,781.73
Funds Spent:	\$95,653.65
5. <u>City of Northglenn</u>	
Funds Available:	\$480,504.74
Funds Spent:	\$359,108.59
6. <u>City of Thornton</u>	
Funds Available:	\$1,210,196.31
Funds Spent:	\$ 92,822.70

Changes: Adams County will continue to focus on the priorities established in the Consolidated Plan. The priorities were determined using community needs to determine how funding decisions are made. Items influencing the priorities include the 2000 Census shows that poverty demographics are located in the southern section of the County and the Community Needs Assessment conducted for Adams County in May 2004. The information gleaned from this assessment guided the priorities in the Consolidated Plan. The community partnerships formed has already strengthened community input. A change being implemented involves performance measures to strengthen how we gage community impact.

National Objective and Low and Moderate-Income Benefit Compliance: Adams County implemented CDBG activities within the three national objectives required, and have complied with, the overall benefit certification of serving 70% low and moderate-income citizens. In 2005, 100 percent were low to moderate-income individuals.

Anti-Displacement Practice for Rehabilitation Activities: The County's practice when involved with housing rehabilitation activities is to prevent disruption of the residents whenever possible. In most cases, there is no disruption. If a displacement results from acquisition, demolition or rehabilitation, relocation expenses will be made available per the specific URA regulatory requirements and local policy.

Anti-displacement notices, commonly referred to as URA notices, are given to residents that may be impacted by a proposed project, whether or not they will be required to move either permanently or temporarily. This is accomplished by letters sent via certified mail or hand delivered to residents. Notices are also distributed to prospective tenants who intend to move into a rental project site after initial URA notices were distributed, informing them that they will not be eligible for relocation assistance, if relocation is necessary. Prospective tenants may then elect either to move into the facility with full knowledge they may later be required to vacate or make alternative living arrangements. In 2005, no activity was undertaken that triggered the URA notices.

Economic Development: During PY2005, there were no economic development activities undertaken utilizing CDBG funds. However, there were two activities that were micro-enterprise activities. The majority of persons served are low-income residents. Of those participating in the two activities, a total of 21 have begun micro-businesses.

Low and Moderate-Income Assumption of Benefit: No activities were funded or underway during this period that assumed eligibility of clientele of more than 51% low to moderate-income benefit.

Neighborhood Revitalization Strategy Areas: There are currently no identified Neighborhood Revitalization Strategy areas designated for funds in Adams County.

III. HOME NARRATIVE

A. HOME FUNDS DISTRIBUTION

HOME program funds were disbursed to the following program areas:

HOME Funds Distribution Table

Program Area	Expenditure	%
Owner/Occupied Rehab	293,894.75	36.35%
First-Time Homebuyer	234,636.73	29.02%
Tenant-Based Rental Assistance	54,632.00	6.76%
Rental Rehabilitation	52,990.05	6.55%
Planning / Administrative	172,441.52	21.33%
Total HOME Funded Activities	\$ 808,595.05	100.00%

B. HOME PROGRAM MATCH REQUIREMENTS

HOME Program Match Requirements: The match liability for the federal fiscal year ending September 30, 2005, is \$203,198.46. The current balance of excess match for the HOME program \$2,648,345.43. Please see HUD-40107-A - HOME Match Report Appendix A-5

C. MINORITY BUSINESS ENTERPRISE REPORT

Please refer to the Appendix A-3 and A-4 for a review of the semi-annual Minority Business Enterprise reports for the full report and statistics filed on minority business enterprises receiving funds under the HOME program.

D. HOME INSPECTIONS AND AFFIRMATIVE MARKETING

New Construction: The Adams County Building Department inspects all new construction rental housing assisted under HOME. Prior to building, architectural plans must be submitted to the Adams County Building Department and the Adams County Planning Department for review and approval. The Building Department inspects for Uniform Building Code requirements, and the Planning Department reviews for zoning and land use. Several different inspections take place during the construction process.

Rental units cannot be occupied unless a Certificate of Occupancy has been received from the Building Department. A Certificate of Occupancy is received after the completion of a successful final inspection of the dwelling. When the final Certificate of Occupancy is received this closes out the project.

Acquisition of Existing Multi-Family: No multi-family units were purchased during PY2005.

Rehabilitation of Existing Single Family: For single-family, owner-occupied rehabilitation and minor home repairs, 46 units were inspected. Of the 46 units, 20 received substantial rehabilitation services, and 26 units received essential home repairs to meet Housing Quality Standards (HQS).

Acquisitions of Existing Single-Family: Thirteen inspections were conducted of for-sale housing being purchased with HOME down payment assistance. All inspections met HQS.

Affirmative Marketing: The HOME Program typically does not engage in funding construction activities due to the high cost of the Davis-Bacon Act requirements. HOME funds are generally used in the acquisition of vacant land or for soft costs associated with housing development.

However, the HOME Rehabilitation Program uses private construction contractors. ACCD maintains a list of authorized contractors used for rehabilitation projects. When solicitation takes place for contractors to be added to the list, minority and women owned businesses are strongly encouraged to apply. In addition, all HOME contracts between Adams County and the subgrantee have a provision for affirmative marketing actions.

The subgrantee is required to submit an affirmative marketing plan if the project contains more than 5 units. The marketing plan provides affirmative marketing steps consisting of actions to provide information and otherwise attract persons from all racial, ethnic and gender groups in the housing market area. It also makes provision to assess the affirmative marketing program annually to determine the success of affirmative marketing actions and any necessary corrective action implemented.

E. HOME Activity – Springbrook Apartments (Complete)
Apartment Development 120 Units



IV. CDBG AND HOME PROGRAM LOAN SUMMARIES

CDBG PROGRAM LOAN PORTFOLIO SUMMARY

Municipality	Program Income Received	Current Balance as of 02/28/2006
Broomfield	2,000.00	95,129.91
Commerce City	4,449.00	39,450.72
Thornton	28,549.13	138,114.62
TOTAL	\$35,002.13	\$270,691.25

HOME PROGRAM LOAN PORTFOLIO SUMMARY

Type Of Loan	Program Income Received	Loan Balance as of 02/28/2006
Acquisition	\$144,311.63	1,012,563.23
Down Payment Assistance	27,673.11	513,745.08
Housing Rehabilitation	71,644.60	1,071,131.46
TOTAL	\$243,629.34	2,894,034.40

V. EMERGENCY SHELTER GRANT (ESG) NARRATIVE

Adams County is not a recipient of Emergency Shelter Grant Funds. Local emergency shelter providers apply and receive assistance through the State of Colorado, Department of Local Affairs. Adams County does support homeless activities in a number of ways including the review of proposals for consistency with the Consolidated Plan and the provision of certifications and letters of support. Local shelters do coordinate with Adams County Community Development and receive other grant funds from this office.

VI. PUBLIC PARTICIPATION REQUIREMENTS

A. CITIZEN PARTICIPATION PLAN (91.105)

Summary of the Plan: Adams County developed a citizen participation plan to assure citizen input on community needs, and how housing and community development funds are expended. The County recognizes the importance of soliciting ideas from the population it serves and incorporates those ideas into the annual Action Plan. Although every Adams County citizen is invited to participate, the primary focus of citizen participation is to communicate with low to moderate-income residents. . . .

Citizen participation during the **2005** Action Plan was accomplished by using the following methodologies:

- Each participating city in the urban entitlement county (Bennett, Brighton, Federal Heights, Northglenn and Thornton) held a public hearing on the use of 2005 CDBG funds.

- Each participating city in the urban entitlement county advertised in a local publication when and where public hearings were scheduled to hear citizen input on the use of 2005 CDBG funds.

- Applicants for unincorporated Adams County funds received notification to provide a two-minute presentation to the Board of County Commissioners on their project at a public hearing held on October 20, 2004.

- A public hearing held on October 20, 2004 by the Board of County Commissioners to hear citizen comment on the use of CDBG and HOME funds; five citizens commented on proposed activities.

- A public notice was published on December 9, 2004 inviting citizens to comment on the 2004 Action Plan.

- Staff provided technical assistance to applicants of CDBG and HOME funds.

- All HOME funded projects are subject to a public hearing on an individual basis.

Drafts of the Action Plan, the Citizen Participation Plan and/or the Consolidated Plan are made available for public review at Community Development. Upon request, a copy is mailed to inquirers. The address and telephone number of Community Development is provided for verbal and written responses. The citizen comment period for PY2005 was December 9, 2004 to January 9, 2005.

Public hearings are held several times each year as CDBG and HOME projects are developed to hear citizen comments on proposed activities, to review program performance, and more generally on housing and community development needs. For CDBG projects, the County accepts project proposals once a year for CDBG allocations for the upcoming year. Public notices are published informing the public of the proposed uses of funds as well as the use of any reprogrammed funds. Public hearings are held to hear comments on the proposed projects, as well as for the Adams County Board of County Commissioners to give final approval. For HOME projects, public notices and hearings are scheduled as project applications are received. Applications are accepted on an ongoing basis throughout the year. Public notices and hearings are scheduled on an as-needed basis. Notices of public hearings are provided at least two weeks before the hearing date.

Citizens are also invited to comment on annual performance reports submitted to HUD. A similar citizen comment process is provided for a period of not less than 15 days before public hearings. Comments received, either written or orally, will be considered in preparation of the final performance report.

PY2005 Publications and Public Hearings:

Adams County Board of County
Commissioners

09/16/04- publication in The Northglenn/Thornton
Sentinel – notice of public hearing held at 1:30 p.m. on

	Wednesday, October 20, 2004, for County applicants to make a presentation to the County Commissioners, on the use of Program Year 2005 HOME and CDBG funds and comments on past performance.
Adams County Board of County Commissioners	12/09/04- publication in The Northglenn/Thornton Sentinel – notice of citizen comment period on the Adams County 2005 Action Plan. Comment period is from December 9, 2004 to January 9, 2005. A public hearing will be held on January 12, 2005.
Town of Bennett	10/8/04 – publication in the eastern Colorado news – notice of public hearing at 7:00 p.m. on Tuesday, October 12, 2004 to obtain the views of town residents concerning the proposed CDBG grant application.
City of Brighton	09/25/04 – publication in the Brighton Standard-Blade – notice of public hearing at 7:00 p.m. on Tuesday, October 5, 2004, to hear citizen comments and proposed requests for the 2005 CDBG Entitlement grant.
City of Federal Heights	10/7/04 – publication in the Westminster Window and the City of Federal Heights web site (on 9/30/2004) – notice of study session scheduled for 7:00 p.m. on October 12, 2004 and/or Public Hearing at 7:00 p.m. on October 19, 2004, to review application for 2005 CDBG funds.
City of Northglenn	08/19/04 – publication in Northglenn – Thornton Sentinel – notice of public hearing at 7:00 p.m. on Thursday, August 26, 2004, on the use of 2005 CDBG funding.
City of Thornton	09/30/04 – publication in Northglenn –Thornton Sentinel - notice of public hearing at 7:00 p.m. on Tuesday, October 12, 2004, to hear citizen comments on submission of applications for 2005 CDBG funding.

B. CITIZEN COMMENTS

Citizens: Action Plan Preparation - October 27, 2004 Public Hearing gave the opportunity for applying agencies and citizens to present proposals to the Commissioners. Presentations were made in support of proposals.

CAPER Preparation – May 4, 2006 Public Notice in Northglenn-Thornton Sentinel announcing comment period from May 5 – May 22, 2006. No comments were received.

No other comments were received.

Substantial Amendments: If, after submission of the Action Plan to HUD, it were found that substantial amendments need to be made to any part of the plan, the citizen participation process would be repeated to gather input on the proposed changes. Substantial amendments are defined as adding or deleting proposed program areas, or adding or deleting any other part of the plan that would constitute a change in philosophy or priorities on the uses of CDBG or HOME funds.

In the HOME program, changing funding levels equal or greater than \$100,000 in project categories constitutes a substantial amendment. Flexibility is needed to adequately address community needs and to fund projects as demand warrants. For instance, if there is high demand for housing rehabilitation

which depletes available funds for that program, funds may be transferred from another program area that is in less demand, so that the Housing Rehabilitation program can continue. This action would not constitute a reorganization of program priorities and would not eliminate funds available from other programs if the amounts were under \$100,000. For amounts equal to or greater than \$100,000, a minimum of 30 days will be provided for the citizen comment period.

For the CDBG program, changes in the use of funds equal or greater than \$50,000 from one eligible activity to another will constitute a substantial amendment and the citizen participation requirement will apply. A minimum of 30 days will be provided for the citizen comment period.

* * * * *

APPENDIX

Reference Tables

<i>Matrix of Accomplishments by Consolidated Plan Priority for PY2005</i>	<i>A-1</i>
<i>CDBG PY2005 Funding Allocation Chart.....</i>	<i>A-2</i>
<i>Minority Business Enterprise Report – April 1 to September 30, 2005.....</i>	<i>A-3</i>
<i>Minority Business Enterprise Report – October 1, 2005 to March 31, 2006</i>	<i>A-4</i>
<i>HUD-40107-A – HOME Match Report</i>	<i>A-5</i>
<i>Proof of Publication</i>	<i>A-6</i>

IDIS Reports Attached

Con Plan Reports

<i>Summary of Consolidated Plan Projects.....</i>	<i>CO4PR06</i>
<i>Summary of Consolidated Plan Accomplishments</i>	<i>CO4PR23</i>

HOME Reports

<i>Status of HOME Activities.....</i>	<i>CO4PR22</i>
<i>Status of CHDO Funds by Fiscal Year</i>	<i>CO4PR25</i>
<i>Status of HOME Grants.....</i>	<i>CO4PR27</i>

CDBG Reports

<i>Activity Summary (GPR) – Summary of Activities</i>	<i>CO4PR03</i>
<i>CDBG Financial Summary Report</i>	<i>CO4PR26</i>

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